



## LIBRARIES

**Library Board of Trustees Meeting  
Thursday, June 25, 9AM  
Online Meeting  
MEETING MINUTES**

**Online attendance: Marsha Sultz, Connie Leistiko, Doug Adams, Al Logan (Board); Connie Behe, Teri Dugan, (Staff); Charlotte Housel (Foundation); Hillary Hanson (Flathead City-County Public Health Officer); Pat McCarthy (Senior Risk Prevention Specialist, Risk Control, Vice President PayneWest Insurance)**

- A. Call to Order:** M. Sultz called the meeting to order at 9:03am.

Hillary Hanson, Flathead City-County Health Officer, and Pat McCarthy, Senior Risk Prevention Specialist with PayneWest Insurance were introduced.

Sultz congratulated Heidi Roedel on the appointment to Library Trustee for another term.

- B. Open time for persons to address the Board on matters within the Board's jurisdiction.**

There were no comments from the public.

- C. Approval of Minutes** Wednesday, May 27, 2020. **(ACTION)**  
**Moved by D. Adams** "to approve the May 27, 2020 Board Minutes as presented."  
**Seconded by C. Leistiko** **APPROVED**

- D. Reports**

- A. Financial Report- Dugan, Behe **(ACTION)**

**Moved by A. Logan** "to accept the May 2020 Financial Report as presented with one noted correction on revenue page."

**Seconded by C. Leistiko**

**ACCEPTED**

- B. Director and Staff Report- Behe

- Behe shared information about the library hot spot and device lending program
- Summer Experience programming is well underway. The library chose Beanstack for an online summer experience for adults, teens and kids. Positive feedback and reports are being received
- Behe took questions on the written director's report
- Behe congratulated Housel on being appointed to the Flathead Electric Board

C. Foundation Report- Housel

- Housel is writing two grants currently
- Housel is working with the Friends of the Library to look for new ideas for the annual book sale. An online sale is an option
- Fundraising for the Bigfork Capital Campaign continues. The current economic downturn in many financial sectors is concerning

E. **Old Business**

A. Discuss location of July Board meeting

- Discussion took place regarding the option to continue meeting online or to meet in person
- Behe shared perspectives from the staff
- Adams raised the question if there were benefits to either platform. Discussion took place.
- Leistiko commented that online was practical and brought up the question about the safety concerns of meeting face to face
- Sultz noted that meetings online were time efficient.
- Logan commented that staff presentations are missed by the board. Adams suggested adding staff presentations to the online format. Anderson is scheduled to present to the Board in July about virtual services statistics
- Housel commented that the Lynda.com online resource is amazing. She also appreciates the redesigned Director's report. The board concurred.
- Sultz said the Board would meet online in July and consider future meeting locations on a month to month basis. The Board agreed

F. **New Business**

A. Election of Vice Chair Connie Leistiko to Board Chair

**Moved by M. Sultz** "I nominate Connie Leistiko as Board Chair for 2020-2021 year"

**Seconded by A. Logan**

**Unanimous Vote**

**APPROVED**

Behe thanks Sultz for her availability, kindness and grace in leading during this difficult time.

**Moved by M. Sultz** "I nominate H. Roedel to Vice Chair for 2020-2021 year."

**Seconded by C. Leistiko**

**Unanimous Vote**

**APPROVED**

Committee members will be assigned next month by C. Leistiko, Board Chair.

B. Mill Levy Workshop

Discussion: Discuss date and location for potential July mill levy workshop from Tracy Cook.

- Behe discussed details about future workshop options with Tracy Cook from the Montana State Library.
- The Board prefers the workshop to be in conjunction with the July Board meeting on July 23<sup>rd</sup>.

- Behe will confirm date and time and make the arrangements.

**Moved by M. Sultz** "to include a mill levy presentation from the Montana State Library into the July Board meeting."

**Seconded by D. Adams**

**Unanimous Vote**

**APPROVED**

C. Library Director's Review

- Behe reviewed current practices and the self-evaluation process
- Discussion took place regarding the process. Additional evaluation questions discussed
- Behe will complete the questions and return the evaluation to the board members. Discussion of the evaluation can be an open or closed meeting at the discretion of the Library Director
- The review is scheduled for August

D. Staff Safety

**DISCUSSION:** How to increase staff safety and keep face to face services in the library as positive cases of COVID are identified in the Flathead Valley.

- Behe reviewed current safety protocol measures that are currently being implemented in the library
- Solutions were presented on how to best provide safe and effective face to face community services in the Library buildings
- H. Hanson shared possible outcomes if the public does not wear masks. Hanson said masking is the key to keeping the cases of COVID from going up
- Adams commented that the Library buildings staying open is preferred and would like to see the extended hours continue
- Discussion took place regarding the possible need for a policy requiring face coverings
- Logan brought up how to enforce mask wearing. Behe added that staff will have conversations and mentioned that staff is well trained in compassionately enforcing the library's policies and will make accommodations for people
- P. McCarthy is impressed with the Library's measured steps and well thought out procedures to opening the library to services. McCarthy is encouraged with Behe's leadership and encourages the Board to ask library users to wear face coverings

**Moved by D. Adams** "to follow accepted protocol and to require face coverings for all library users over the age of 2 while in the library"

**Seconded by A. Logan**

**Unanimous Vote**

**APPROVED**

**G. Housekeeping**

**Next regular meeting:** Thursday, July 23, 9-12 Online.

**H. Adjourn: 10:48am**